UNITED STATES DEPARTMENT OF AGRICULTURE

States Relations Service

Office of Extension Work
North and West

Washington, D. C.

September 30, 1918.

Extension Service,
State College of Agriculture,

Attention of:
Extension Director,
State Leader, Home
Demonstration Agents.

Dear

Growing out of many requests from the field, we have endeavored here to plan a uniform and insignia which would distinguish home demonstration agents from other war workers.

The designs here described have been approved by those workers whom we have had opportunity to consult. We now submit them to you with the request that if they meet with your entire approval, you consider them with your agents for adoption in the State. If they do not, that you let us have your criticisms and suggestions as soon as possible.

Insignia.

The insignia consists of two wreathes of fruit and vegetables linked together, one wreath representing the State College and the other the U. S. Department of Agriculture. Two of these are to be worn, one on the sleeve and one on the cap. Above the insignia on the sleeve will be worn the shield of the Agricultural Extension Service.

It will be necessary before giving the order to know the approximate number desired. Reproduced in bronze the cost of the insignia will not exceed thirty-one cents each if ordered in lots of 2000. In celluloid, reproduced in four colors the price will be less but not as substantial in appearance.

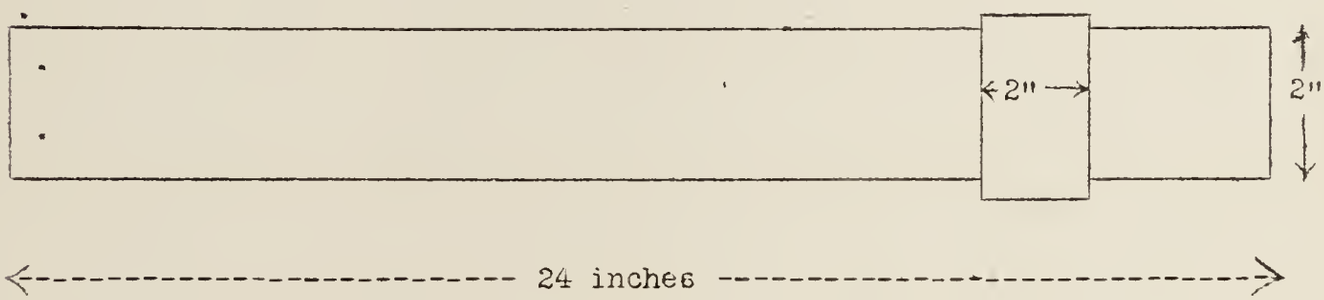
May we have your advice after you have had an apportunity to discuss this with your agents? We would appreciate a line from you immediately telling what you think of the idea as a whole and how many you would like for your state should the insignia be officially adopted. Each agent should have two. This will enable us to put in a definite order making you responsible for the number you have designated.

Apron.

The apron is equally becoming to the stout and to the thin and is readily packed and laundered. The pattern has the advantage of being easily obtained in any size as it is among the patterns furnished by the Butterick Publishing Company, Spring and Macdougal Streets, New York City. (Pattern No. 827.) This gives the conservation apron and cap. A diagram of this apron is enclosed -- taken from S. R. S. Doc. 83 - A 93 (Southern Office) (See diagram on back of page.)

Cap.

The cap which we wish to recommend is a simple muslin band 2 inches wide, witha flat tailored bow in the back the same width as the band. This is to be worn on the hair or down on the forehead as becomingness dictates. This, with a net, should keep the hair neat and orderly. A diagram of the cap is enclosed.



This consists of a double fold of muslin, the proper length to go around the head, two inches in width when finished, a flat bow at the back measuring $6\frac{1}{2}$ inches.

Dress.

A simple, well tailored white shirtwaist and separate white skirt, avoiding sheer material, ruffles, and color.

We are sending this information to you at this time in order that you may have an opportunity to discuss it with your agents before the annual conference of State Leaders, which we hope may be held this fall when the consensus of the entire group may be obtained and an insignia officially adopted, after due consultation with extension directors and officials here.

Very truly yours,

Florence E. Ward

In Charge, Extension Work with Women.